

SANDY CITY  
APPROVED POSITION SPECIFICATIONS

I. Position Title: Fleet Mechanic

Revision Date: 4/09  
EEO Code: Skilled Craft Worker  
Status: Non-Exempt  
Control No.: 30519

II. Summary Statement of Overall Purpose/Goal of Position:

Under the general supervision of the Senior Mechanic, services and repairs City vehicles and construction equipment belonging to the City.

III. Essential Duties

- Repairs, overhauls and performs tune-ups and major repairs on City vehicles and construction equipment to include hydraulic, diesel, electrical systems and metal fabrication.
- Ability to repair vehicles with computer aided diagnostic equipment.
- Performs state vehicle inspections on all City vehicles.
- Maintains all relevant records related to vehicle maintenance.
- Performs repairs of all types of industrial equipment.

IV. Marginal Duties

- Performs other duties as assigned.

V. Qualifications:

**Education:** Six months of training in gasoline or diesel engine mechanics;

**Experience:** Four years experience in gasoline or diesel engine mechanics with demonstrated competence; may substitute any equivalent combination of education or experience.

**Certificates/Licenses:** CDL with appropriate endorsements; Utah State Safety Inspection License (Light and Heavy) obtained within six months of hire.

**Probationary Period:** A one-year probationary period is a prerequisite to this position.

**Knowledge of:** Vehicle and construction equipment, engines and components and general maintenance; gasoline and diesel engine mechanics; tools used for the repair and building of such equipment.

**Responsibility for:** Great responsibility for the care, condition and operation of vehicles, maintenance materials, equipment, tools, etc.

**Communication Skills:** Constant contact with immediate associates, supervisors and City employees.

**Tool, Machine, Equipment Operation:** Welder, drill presses, brake lathe, iron worker, hand break, 50 ton press, scan/diagnostic tools and various assortment of mechanical air tools; must have a wide variety of own hand tools and air tools.

**Analytical Ability:** Diagnose and repair a broad range of mechanical problems; operate all types of vehicles; establish and maintain effective working relationships with employees.

VI. Working Conditions:

*Physical Demands:* Frequent bending, kneeling and stooping; moderate to heavy physical activity requiring moving and lifting of heavy objects up to 60 lbs; frequent handling of equipment, objects or controls.

*Work Environment:* Regular exposure to disagreeable elements such as heat, cold, dampness, noise and fumes; regular exposure to potential occupational hazards due to exposure to toxic chemicals including cleaning fluids, motor fuels, oils, etc.; some exposure to stress as a result of human behavior and deadlines; frequent contact with employees; requires ability to respond to 24 hour call-out for emergency situations.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.

DEPT/DIVISION APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

PERSONNEL DEPT. APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_